



- HRIS System Maintenance

### **Team Member satisfaction and engagement:**

- Communicate Company benefit programs
- Coordinate store activities
- Monitor break room standards
- Assist with Team Member satisfaction surveys
- Monitor execution of Team Member Recognition policy

### **Qualifications**

#### **Qualifications:**

- Must be able to maintain confidentiality to any sensitive information they have access to
- Able to read and speak English
- Facilitation and presentation skills preferred
- Experience in selling, customer service and HR preferred
- Excellent leadership/decision making, and follow up skills
- Excellent analytical and problem solving skills
- Detail oriented with strong organizational and planning skills
- Excellent interpersonal, and oral/written communication skills
- Must possess computer skills (Microsoft Word, Excel, Outlook and Intranet) with the ability to learn systems and operations topics on an as-needed basis
- Ability to identify potential employee relations issues and take to the appropriate partner to bring forward a resolution
- Ability to identify Team Member strengths and developmental needs
- Ability to multitask and use multiple resources to generate applicants to fill open positions

**\*\*Please note that we recruit for this position on an on-going basis in order to build a talent pool of potential candidates. When a position becomes available, we will review applicants at that time. Due to the volume of resumes that we receive, only those candidates selected for interviews will be contacted. Thank you for your interest in Toys"R"Us, Inc.!**

#### **Job Function**

: HR Department Supervisor

#### **Primary Location**

: USA-NJ-Vineland

#### **Work Locations**

: Vineland, NJ TRU

3849 Delsea Dr Cumberland Mall

Vineland 08360-7408

APPLY: <https://toysrus.taleo.net/careersection/5/jobdetail.ftl?job=66537&lang=en&src=JB-10300>